



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: September 20, 2021

TO: Career Education Planning District (CEPD) Administrators

FROM: Brian Pyles, Ph.D., Director
Office of Career and Technical Education *BP*

SUBJECT: Perkins V Comprehensive Local Needs Assessment 2022 - 2024

The Michigan Department of Education – Office of Career and Technical Education (MDE – OCTE) is excited to announce the second version of the Comprehensive Local Needs Assessment (CLNA) will go live on September 27, 2021, in the MDE Grant Electronic Monitoring System (GEMS). The CLNA provides a mechanism to evaluate CTE programs thus providing students with in-demand skills training. Please join the September 27, 2021 [CLNA LIVE EVENT](#) from 1:00 p.m. to 2:00 p.m.

The CLNA process will be led by the regional Perkins grant coordinators. Each region's grant coordinator, CEPD Directors and operating agency staff will access the CLNA portal through their Michigan Education Information System (MEIS) login. Detailed MEIS information is outlined in attachment A. Each region's grant coordinator and CEPD Director will have the option to identify a second user at their respective levels. Each CEPD Director is required to identify a user for each of the operating agencies. Specific instructions for these tasks are outlined in the [CLNA portal](#).

CLNA 2022 – 2024 highlights include:

- Housed within an electronic portal
- Career and Technical Education Information System (CTEIS) data is imported
- Data and narrative will roll up from the Operating Agency to the CEPD to the Region

STATE BOARD OF EDUCATION

CASANDRA E. ULBRICH – PRESIDENT • PAMELA PUGH – VICE PRESIDENT
TIFFANY D. TILLEY – SECRETARY • TOM MCMILLIN – TREASURER
JUDITH PRITCHETT – NASBE DELEGATE • ELLEN COGEN LIPTON
NIKKI SNYDER • JASON STRAYHORN

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • 833-633-5788

Monthly technical assistance webinars will be held for CEPD Directors. These are optional, however, will provide an opportunity for the MDE – OCTE to offer ongoing technical assistance throughout the CLNA 2022 process. Each webinar will be hosted through the Microsoft Teams Live link, hyperlinked to the dates listed below. There is no need to register for the webinar.

The dates for the webinars are as follows:

[Tuesday, October 12, 2021, 1:00 p.m. – 2:00 p.m.](#)
[Tuesday, November 16, 2021, 9:00 a.m. – 10:00 a.m.](#)
[Tuesday, January 11, 2022, 1:00 p.m. – 2:00 p.m.](#)

The MDE – OCTE would like to express sincere gratitude to the Perkins V CLNA Subcommittee members for their input in the redesign. If you have any questions regarding the CLNA 2022 - 2024, please contact the MDE – OCTE staff member identified in the particular section of the CLNA with a cc to the region's Perkins Grant Team Leader.

Christine Black BlackC11@michigan.gov :	Regions 4, 13, 16, 17, 22, 28, 30
Tom Knight KnightT@michigan.gov :	Regions 1, 2, 3, 11, 21, 24
Candace Vinson VinsonC@michigan.gov :	Regions 5, 6, 7, 9, 15, 18, 23
Muhammed Sadek SadekM@michigan.gov :	Regions 10, 12, 14, 19, 20, 27, 29

The CLNA 2022 - 2024 is due to the MDE – OCTE on February 3, 2022, at 5:00 p.m.

The Michigan Perkins V state plan for career and technical education supports [Michigan's Top 10 Strategic Education Plan](#) to:

- Expand secondary learning opportunities for all students.
- Increase the percentage of all students who graduate from high school.
- Increase the percentage of adults with a postsecondary credential.

On May 29, 2020, the United States Department of Education (USED) approved the Michigan 4-year State Plan, covering Fiscal Years (FY) 2020-23, to implement the requirements of the Carl D. Perkins Career and Technical Education (CTE) Act of 2006, as amended by the Strengthening Career and Technical Education for the 21st Century Act (Perkins V), under Section 134 Local Application for Career and Technical Education Programs, each local recipient must conduct a comprehensive local needs assessment related to CTE to be eligible to receive funding. The results of the needs assessment must be included in the local application, and it must be updated at least every two years.

cc: Perkins Fiscal Agent Superintendents
MDE – OCTE Staff

Attachment A

The Michigan Department of Education (MDE) is moving in a direction to consolidate some systems, logins and passwords. CTEIS will transition from using the Michigan Education Information System (MEIS) to access the system, to using MILogin. This is expected to occur prior to the 2021-2022 school year. CTEIS will be utilizing MILogin for user authentication. School district staff must create a MILogin for Third Party account and link that account to their MEIS account. Note: Users will not see a change in the CTEIS login process until CTEIS is transitioned to MILogin, anticipated to occur during summer 2021. Until then, user MEIS logins will continue to work. Once CTEIS transitions to using MILogin for Third Party, users will no longer be able access CTEIS using MEIS.

The following steps must be completed prior to attempting to login to CTEIS. Failure to complete these steps prior to accessing CTEIS can cause users to not have the appropriate access to CTEIS or their organization information. By completing this process now, users will have active access to CTEIS to enter data, access reports or approve reports when the transition is complete.

What is MILogin?

MILogin Third Party is the State of Michigan (SOM) Identity Management solution that allows users to access numerous state services and systems online, across multiple departments, using a single user ID and password. This means that not only can users' access MDE systems, but they may also have access to other SOM systems using one login and password. All systems to which users have access to through MILogin Third Party will show up as links after login.

MEIS to MILogin

If a staff member has a MILogin, they are not required to create an additional login to access information in CTEIS. It is recommended each user create an account now, in anticipation of the system's launch. After a MILogin account is created, it must be connected to each user's MEIS account to allow for a seamless transition of system access.

Instructions for creating a MILogin for Third Party account:

https://www.michigan.gov/documents/mde/CreatingMILoginAccount_v2_729376_7.docx